



## Auburn City Fire Department Request for Fire Incident Report

Requests for Fire Incident Reports are to be made in writing or submitted by completing this form. Please allow up to five (5) days to process report requests. A fee is required for all Fire Incident Reports upon receipt through the Administrative Services Department. Most Fire Incident Reports are available 7 to 10 days after the date of occurrence. Please provide as much detailed information as possible to ensure the correct Fire Incident Report is processed.

Name: First, Last

Date

Address

Phone Number

Cell Phone

FAX Number

Type of Incident (check all that apply):

☐ Fire; ☐ Structure ☐ Vehicle ☐ Wildland ☐ Other: \_\_\_\_\_

☐ Medical Aid ☐ Vehicle Accident ☐ Public Assist ☐ Other: \_\_\_\_\_

Date of Incident

Time of Incident

Incident Number (if known)

Address/Incident Location

Reason For Report Request:

How would you like to receive this report:

☐ Will Pick up ☐ Mailed ☐ FAXED ☐ Other \_\_\_\_\_

Submit this form to:

Mail-

FAX-

Auburn City Fire Department  
1225 Lincoln Way  
Auburn, CA 95603

(530) 823-4512  
Attn: Fire Administration

Office Use:

Date Request Received:

Date Processed:

Date RP Notified: